

MINUTES, REGULAR MEETING  
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA  
MAY 23, 2016

Pursuant to due call and notice thereof, the second meeting of the City Council of the City of La Crescent for the month of May was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, May 23, 2016, followed by the Pledge of Allegiance.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Bernie Buehler, Ryan Hutchinson, Brian Krenz, Dale Williams and Mayor Mike Poellinger. Members absent: None. Also present was City Administrator Bill Waller, City Attorney Skip Wieser and City Engineer Tim Hruska.

Mayor Poellinger asked if anyone wished to take action to change the agenda as presented. There were no changes requested.

**ITEM 1 – CONSENT AGENDA**

At this time, the Mayor read the following items to be considered as part of the Consent Agenda, including additional bills, for this regular meeting:

- 1.1 MINUTES – MAY 9, 2016
- 1.2 BILLS PAYABLE THROUGH MAY 18, 2016

At the conclusion of the reading of the Consent Agenda, Mayor Poellinger asked if the Council wished to have any of the items removed from the Consent Agenda for further discussion. Member Buehler made a motion, seconded by Member Krenz, as follows:

**A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED**

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

**ITEM 3.1 – LIBRARY DIRECTOR'S REPORT**

La Crescent Library Director, LaVonne Beach, gave an extended overview to City Council of the Library's 2015 annual report. This item was informational and no action was taken.

### **ITEM 3.2 – OAK STREET IMPROVEMENT PROJECT BID RESULTS**

City Engineer, Tim Hruska, reviewed with City Council the project and bid results for the Oak Street Improvement Project. Funding for this project will come from the 2016 improvement bond issue and from the City's 2015/2016 allocation of Municipal State Aid funds. The 2016 improvement bond included \$1,360,000 for the project, and the City's 2016 Municipal State Aid balance is \$369,200. It was recommended to City Council to accept the bid from Mathy Construction Company in the amount of \$1,252,126.99. The project has a completion date of October 30, 2016. Following discussion, Member Buehler made a motion, seconded by Member Williams, as follows:

#### **MOTION TO ACCEPT THE BID FROM MATHY CONSTRUCTION COMPANY IN THE AMOUNT OF \$1,252,126.99 FOR OAK STREET IMPROVEMENT PROJECT.**

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

### **ITEM 3.3 – NO PARKING RESOLUTION**

City Engineer, Tim Hruska, reviewed with City Council a Resolution restricting parking on a portion of Oak Street. Following discussion, Member Krenz introduced the following resolution and moved its passage and adoption:

#### **RESOLUTION NO. 05-16-09**

#### **RESOLUTION RELATING TO PARKING RESTRICTIONS ON WEST SIDE OF SOUTH OAK STREET FROM SOUTH 14<sup>TH</sup> STREET TO SOUTH 6<sup>TH</sup> STREET**

WHEREAS, the City of La Crescent has found it necessary to restrict parking on the West side of Oak Street from South 14<sup>th</sup> Street to South 6<sup>th</sup> Street because of the width of the roadway and to remain in compliance with Municipal State Aid rules.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of La Crescent, Minnesota, that the City shall prohibit parking of motor vehicles on the West side of Oak Street from South 14<sup>th</sup> Street to South 6<sup>th</sup> Street, at all times.

ADOPTED this 23<sup>rd</sup> day of May, 2016.

SIGNED:

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Mayor

ATTEST:

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City Administrator

The foregoing motion was duly seconded by Member Hutchinson and upon a roll call vote taken and tallied by the City Administrator, all Members voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the resolution duly passed and adopted.

#### **ITEM 3.4 – ENGINEERING PROJECT REVIEW**

City Engineer, Tim Hruska, reviewed with City Council the current engineering projects for the City. These projects included the following: Wellhead Protection Plan; Tennis Courts; Wagon Wheel Phase 2; Oak Street; Utility Extensions to Annexed Parcels; MS4 Permit; Street Inventory / 5-year CIP; Train Whistle; Crescent Valley Utility Extension; Redwood Drive; Stoney Point Property Water Main Improvements; Boat/Kayak Launch Sites; Sewer Lining Projects; Seal Coating; and Spring Brook Village. This item was informational and no action was taken.

#### **ITEM 3.5 – AUTHORIZE SALE OF VEHICLE**

City Council reviewed a memo from La Crescent Police Chief Doug Stavenau regarding permission to sell the 2011 Dodge Charger that had been used as a squad car. The vehicle would be sold through MinnBid.org, a State of Minnesota Surplus Public Auction website requiring minimal staff time to complete the sale. Following discussion, Member Buehler made a motion, seconded by Member Hutchinson, as follows:

#### **MOTION TO APPROVE THE SALE OF THE 2011 DODGE CHARGER THAT HAD BEEN USED AS A SQUAD CAR THROUGH MINNBID.ORG, A STATE OF MINNESOTA SURPLUS PUBLIC AUCTION WEBSITE.**

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

### **ITEM 3.6 – PERSONNEL COMMITTEE RECOMMENDATION**

City Council reviewed a recommendation from the Personnel Committee to approve the hiring of Christina Fortsch as the City's Office Assistant. It is recommended that Ms. Fortsch be hired at step 3 in the salary schedule of that position. Pursuant to the terms and conditions of the AFSCME union contract, Ms. Fortsch will serve a six month probationary period. Following discussion, Member Buehler made a motion, seconded by Member Williams, as follows:

**MOTION TO APPROVE THE HIRING OF CHRISTINA FORTSCH AS THE CITY'S OFFICE ASSISTANT FOR THE CITY OF LA CRESCENT AND THAT MS. FORTSCH BE STARTED AT STEP 3 IN THE UNION CONTRACT AND PURSUANT TO THE TERMS AND CONDITIONS OF THE AFSCME UNION CONTRACT, SHE WILL SERVE A SIX MONTH PROBATIONARY PERIOD.**

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

### **ITEM 3.7 – BLOCK PARTY REQUEST**

City Council reviewed a request from the neighbors of Juniper Street (1200-1300 block) to have a block party/graduation party on June 11, 2016 from 12:00 to 10:00 PM. Following discussion, Member Krenz made a motion, seconded by Member Hutchinson, as follows:

**MOTION TO APPROVE THE REQUEST FOR A BLOCK PARTY/GRADUATION PARTY FOR JUNIPER STREET (1200-1300 BLOCK) ON JUNE 11, 2016 FROM 12:00 TO 10:00 PM.**

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

### **ITEM 3.8 TRANSFER TOWNSHIP PARK**

City Council reviewed a request from La Crescent Township to approve the transfer of the park area in Crescent Valley from the Township to the City. It was recommended to City Council to approve the transfer of the park and authorize the City Attorney to prepare documentation necessary to complete the transfer. The final documentation would be presented at a future City Council meeting for review and approval. Following discussion, Member Krenz made a motion, seconded by Member Williams, as follows:

#### **MOTION TO APPROVE THE TRANSFER OF THE PARK AREA IN CRESCENT VALLEY FROM LA CRESCENT TOWNSHIP AND AUTHORIZE THE CITY ATTORNEY TO PREPARE DOCUMENTATION NECESSARY TO COMPLETE THE TRANSFER TO BE PRESENTED AT A FUTURE CITY COUNCIL MEETING FOR REVIEW AND APPROVAL.**

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

### **ITEM 3.9 – UPCOMING EVENTS**

City Administrator Waller gave an overview to City Council regarding the following events/meetings planned:

1. Ribbon cutting/open house for the Bike Shoppe at the Community Ice Arena on Thursday, May 26 at 4:30 p.m.
2. Special City Council/Planning Commission meeting for the purpose of reviewing the draft of the update to the City's Comprehensive Plan on Tuesday, May 31 at 5:30 p.m.
3. Ribbon cutting/tennis court dedication at Frank J. Kistler Memorial Park on Tuesday, June 21 at 5:00 p.m. U.S. Tennis Association event will follow the dedication.
4. SpringBrook Village ground breaking ceremony is still being finalized.

This was informational and no action taken.

### **ITEM 3.10 – LIQUOR LICENSE APPLICATION**

City Council reviewed a liquor license application for Living for Liz which will be held on Saturday, August 13, 2016 at Veterans Park. The application appears to be order and it was recommended to Council for approval. Following discussion, Member Hutchinson made a motion, seconded by Member Krenz, as follows:

#### **MOTION TO APPROVE A LIQUOR LICENSE FOR LIVING FOR LIZ TO BE HELD AT VETERANS PARK ON AUGUST 13, 2016.**

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

### **ITEM 3.11 – MASSAGE THERAPY BUSINESS LICENSE**

City Council reviewed a memo from City Office Assistant, Angie Boettcher, for the proposed Massage Therapy Business License for Dawn Beal for 2016. This license is in addition to the recently approved Massage Technician license for Beal from the May 5 City Council meeting. The application appears to be in order and it was recommended that City Council approve the license application. Following discussion, Member Krenz made a motion, seconded by Member Hutchinson, as follows:

#### **MOTION TO APPROVE THE MASSAGE THERAPY BUSINESS LICENSE FOR DAWN BEAL FOR 2016.**

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

**ITEM 6.1 – STAFF CORRESPONDENCES/COMMITTEE UPDATES – FIRE COOPERATIVE MEETING MINUTES – MAY 6, 2016**

City Council reviewed the Minutes from the May 6, 2016 La Crescent Community Fire Cooperative Meeting. No action taken.

**ITEM 8 – CHAMBER OF COMMERCE**

The La Crescent Chamber of Commerce gave an update on the Bike Shoppe, Twins game in June and Slice of Life.

There being no further business to come before the Council at this time, Member Buehler made a motion, seconded by Member Hutchinson, to adjourn the meeting. Upon a roll call vote taken and tallied by the City Administrator, all Members voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 5:55 PM.

APPROVAL DATE: \_\_\_\_\_

SIGNED:

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Mayor

ATTEST:

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City Administrator